



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, December 15, 2025

1:00 PM

Historic Courthouse Courtroom

Work Session - 1:00 PM - Historic Courthouse Courtroom

Present: 5 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney, Commissioner Franklin Gomez Flores and Commissioner Amanda Robertson

CALL TO ORDER

Chair Howard welcomed everyone to the December 15, 2025 meeting.

ADJUSTMENTS AND APPROVAL OF WORK SESSION AGENDA

Chair Howard asked for any agenda adjustments to the work session agenda.

County Manager Bryan Thompson requested the addition of a closed session for § 143-318.11 (a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Howard called for a motion to approve the Work Session agenda as amended.

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner David Delaney, that the work session agenda was approved as amended. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

RECOGNITION OF RETIREE

[25-0563](#)

Recognize Retiree Jana Wiley

Chair Howard invited Jana Wiley forward and read the following statement: Jana Wiley is retiring at the end of this month after 30 years of service with the Chatham County Public Health Department. Starting in 1996 as a processing assistant IV, Jana was promoted three years later to a social worker role with the adolescent parenting program, working with youth who were pregnant or parenting. In 2003 she transferred to the child services coordinator position. She has worked to educate families on shaken baby prevention, proper use of car seats, and advocated for the health and wellbeing of the youth in Chatham County. More recently, Jana worked with the Community Alternatives Program (CAP) as a case manager, helping families caring for medically disabled adults instead of placing them in a nursing facility. Jana has navigated the changing landscape of public health in Chatham County with an unwavering commitment to the community. We thank her for her years of dedicated

service and wish her the best in her retirement.

Wiley thanked the Board of Commissioners for the recognition.

The Board of Commissioners paused for a photo.

This Agenda Item was received and filed.

PUBLIC COMMENT SESSION

[25-0637](#)

The Public Comment Session is held to give residents an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are asked to sign up in advance. Comments are always welcome in writing

Attachments: [Click Here To Sign Up For Public Comment](#)

Chair Howard provided instructions for public comment, including speaker time limits and procedures. The Clerk reported that one individual had signed up to speak.

Gretchen Smith

Good afternoon. My name is Gretchen Smith, and I have lived in Chatham County since 1985. Over these past 40 years, I have heard a lot of talk about the importance of land conservation, not just farmland preservation. Progress on land conservation has been slowed as the remainder of our county's natural areas quickly disappeared to residential and commercial development. Our local land trusts say that a lack of local government funding from our county is a limitation in helping them with land conservation projects that are not farmland. Over the decades, I have read survey after survey that shows trails are a top priority with the public for recreational amenities. And yet, lighted ball fields have taken priority over trails. Conservation through nature-based recreation with sustainable land and paddle trails has many benefits to our county by helping with. Water quality by conserving riparian areas that filter pollutants. Climate resilience by mitigating flood risk. Conserving stained landscapes. Creating public awareness and appreciation for conserving natural resources. Conserving and connecting wildlife habitats. An economic development through a sustainable, non-destructive outdoor recreation economy capable of producing substantial tourism revenue and jobs. Chatham County is lagging behind other local governments around us in prioritizing land conservation and trails. After many years of asking, we finally have a Trails and open space planner, Ben Rippey. Thanks to the parting action by former Commissioner Diana Hales in her final budget work session before she retired. Ben is doing a terrific job, but trying to play catch-up with land conservation and trails places a heavy burden on his shoulders. I hope you will give him all the resources he needs to support him in his continued work on behalf of our county. Thank you for this opportunity to provide comments and may the beauty of nature fill your hearts with peace and joy.

This Agenda Item was received and filed.

BOARD PRIORITIES

[25-0611](#)

Receive a presentation from planning staff and consultants regarding the

Chatham County Architectural Survey Update Phase One

The Chatham County Board of Commissioners received a presentation from Planning staff and consultants regarding the Chatham County Architectural Survey Update – Phase One.

Planner Hunter Glenn introduced the item, noting that the County has contracted with HMW Preservation to update the architectural survey originally completed in the mid-to-late 1980s. Glenn explained that the prior survey anticipated growth but did not reflect the level of development that has occurred in recent years. Glenn stated that updating the survey aligns with the goals of Plan Chatham and Recode Chatham, particularly the preservation of rural character.

Glenn emphasized that the updated survey will not have regulatory authority but will serve as an informational tool to support planning staff, advisory boards, and the Board of Commissioners when making land use decisions. Glenn noted that identifying historic structures or properties with notable agricultural or cultural history can provide important context during development review.

Glenn introduced the consulting team from HMW Preservation, including Heather Slane, Principal and Lead Architectural Historian, and Dr. Megan McCarthy, Public Historian.

Slane provided an overview of the project and Phase One work. Slane explained that Phase One will focus on updating approximately 550 previously documented rural properties from the original survey, excluding municipalities such as Pittsboro, Siler City, and Goldston. The work will include locating existing resources, verifying their condition, and completing updated photographic documentation.

Slane noted that some resources identified in the original survey may no longer exist, and part of Phase One will be verifying and updating those records. Fieldwork will begin following public outreach meetings scheduled for early in the new year and will occur during seasons when vegetation allows clear visibility of structures.

Slane explained that survey work includes visiting properties, notifying property owners of the purpose of the visit, and documenting structures through photographs and basic field observations. Slane noted that the survey includes both public and private lands.

Slane further outlined that the survey team will identify additional properties for Phase Two, anticipated to begin in 2027. Phase Two will expand the survey to include up to 400 additional properties, particularly those from the mid-20th century and those reflecting broader community history, including minority and cultural resources that may not have been fully captured in earlier surveys.

Slane emphasized a more comprehensive and inclusive approach, including documentation of farmsteads, schools, churches, community centers, and sites with significant cultural or historical narratives, even if they do not stand out architecturally.

Board members asked questions regarding the scope of the survey and how properties are identified. The consultants explained that the focus in Phase One is on above-ground resources, although known archaeological or historically significant sites may be noted and shared with the State Historic Preservation Office and Office of State Archaeology as appropriate.

Discussion also included:

1. Confirmation that survey work may include land managed by entities such as the U.S. Army Corps of Engineers, including areas around Jordan Lake.
2. Recognition of the importance of documenting historically underrepresented sites, including potential remnants of enslaved communities.
3. Opportunities for public input, including community-submitted property suggestions through a planned outreach effort.

The consultants described upcoming public engagement efforts, including community meetings and outreach materials with a QR code allowing residents to submit information about historically significant sites. This input will inform future survey phases and ensure broader community representation.

The Board of Commissioners expressed appreciation for the presentation and support for the survey effort as a valuable tool to help preserve and document the County's historical and cultural resources.

This Agenda Item was received and filed.

[25-0394](#)

Receive a presentation from Vaya Health

Attachments: [Vaya Updates Chatham BOCC December 2025 - final](#)

The Chatham County Board of Commissioners received a presentation from Vaya Health, presented by Cara Dohner, Regional Director of Community Relations.

Dohner provided an overview of Vaya Health, noting that the organization is a regional managed care entity serving thirty-two counties in North Carolina and is responsible for administering Medicaid services for individuals with intellectual and developmental disabilities, behavioral health needs, and substance use disorders. Dohner added that Vaya Health has operated for approximately fifty years and continues to value its partnership with Chatham County.

Dohner shared a programmatic update, noting that foster care services transitioned to Blue Cross Blue Shield in December, with efforts made to ensure continuity of care during the transition.

Dohner announced that Vaya Health has approved the development of a new adult day facility in Chatham County, located on Salisbury Street. The facility will provide needed services for individuals with intellectual and developmental disabilities and is intended to reduce the burden on families currently traveling outside the county. Dohner recognized Chatham County Public Health leadership for their role in advancing the project.

Dohner highlighted ongoing initiatives in partnership with state and federal efforts, including a focus on:

1. Behavioral health services expansion.
2. Telehealth access, particularly for rural communities.
3. Workforce development, addressing shortages of behavioral health professionals statewide.
4. Prevention and chronic disease management programs, especially following lessons learned during the COVID-19 pandemic.

Dohner discussed challenges related to a statewide Medicaid funding shortfall and noted concerns raised by families about changes in services, indicating that the issue remains under review at the state level.

Dohner presented data specific to Chatham County, including:

1. Populations served across age groups, with the largest population being adults.
2. Service utilization, with tailored care management and outpatient therapy representing the most utilized services.
3. Provider distribution within the county, noting that Daymark Recovery Services is the primary provider.

Dohner also provided updates on emergency room utilization trends, noting improvements in readmission rates.

Dohner highlighted several community-based resources, including:

1. A peer support and youth engagement program, offering text-based support services for teens.
2. A regional pilot program supporting families and youth through peer specialists.
3. The mobile crisis response service, available to all residents regardless of Vaya enrollment, with a goal of responding within two hours.

Dohner shared findings from a regional youth survey indicating that young people identified a need for safe community spaces to gather, with similar feedback expressed by caregivers. Dohner noted that youth also expressed interest in sports, programs, and skill-based opportunities.

Board members discussed workforce development challenges and potential opportunities to collaborate with local educational institutions, including community colleges, to strengthen career pathways in behavioral health fields and noted that similar findings regarding youth gathering spaces were identified in the County's recent health assessment, reinforcing the importance of addressing this need.

The Board of Commissioners expressed appreciation for the presentation and for Vaya Health's continued partnership in supporting behavioral health and community services in Chatham County.

This Agenda Item was received and filed.

[25-0585](#)

Receive a presentation from Parks, Recreation, and Cultural Resources Department on Trails and Open Space

Attachments: [Recreation Trails & OS Presentation 12-15-2025](#)

The Chatham County Board of Commissioners received a presentation from the Parks, Recreation, and Cultural Resources Department regarding trails and open space initiatives, presented by Trails and Open Space Planner Ben Rippee.

Rippee provided an overview of progress since his previous presentation, organizing updates into four primary areas: county park trails, state trails, greenways and other county trails, and open space and land conservation.

Rippee reported that trail development within County-owned parks continues to focus on natural surface trails, which are lower cost, require less maintenance, and provide a more natural user experience.

Rippee highlighted current projects under contract, including:

1. The George Pauley Trail at Northeast District Park, a nature trail through meadow and forest areas funded in part by a donation from the Haw River Assembly.

2. A trail at the Briar Chapel Park, which includes bridges and a boardwalk requiring engineering design due to site conditions.

Rippee noted that both projects are expected to begin construction in the coming year.

Rippee also outlined future trail development plans, including additional trails at Northwest District Park and improvements funded through a \$500,000 Parks and Recreation Trust Fund (PARTF) grant at Parker's Ridge Park. Planned improvements include a bike pump track, walking trails, and supporting facilities.

Rippee provided updates on three planned state trails within Chatham County:

1. Haw River State Trail
2. Deep River State Trail
3. Equine State Trail

Rippee detailed ongoing work on the Haw River State Trail, including improvements to paddle access locations, trail construction supported by state and federal grants, and coordination with property owners to secure access easements.

Rippee also described safety and accessibility improvements, including:

1. Installation of bridge signage for wayfinding and emergency response.
2. Development of digital safety signage providing real-time conditions such as weather alerts and river flow levels.

Rippee noted that efforts continue to expand public access and enhance safety along the river corridor.

For the Deep River State Trail, Rippee reported that a feasibility study for a trail corridor between Carbondon and Moncure has been funded and is expected to move forward in the coming year. Additional opportunities include connections to conserved lands and potential future trail expansions.

Rippee noted that he continues to work with the Planning Department through the development review process to seek trail easements from developers where proposed development aligns with planned trail corridors. While progress has been impacted by delays to the Unified Development Ordinance (UDO), staff anticipates future opportunities to secure easements through development approvals.

Rippee also discussed broader greenway planning efforts identified in the County's Parks and Recreation Master Plan, noting that additional feasibility studies and public input will be necessary to advance these projects.

Rippee highlighted recent work related to land conservation, including the acquisition of property adjacent to the Bynum river access and ongoing engineering analysis to address erosion, improve access, and plan for future use and parking needs.

Rippee also reported on collaboration with conservation partners to explore development of a comprehensive land conservation strategy, including potential funding opportunities and expanded coordination with regional organizations.

Rippee identified several challenges impacting progress, including:

1. Limited staff capacity to manage multiple active and planned projects.
2. The need for coordination with external partners, which can extend project timelines.
3. Increasing competition for funding as federal and state resources become more

limited.

Rippee noted that the department is considering options to increase capacity, including potential part-time support for project management and planning activities.

Board members expressed appreciation for the scope and progress of the work, noting the significant benefits of trail development for public health, quality of life, and economic development.

The Board of Commissioners discussed:

1. Long-term planning for maintenance and operational support of expanding trail systems.
2. Potential reliance on volunteer trail groups and partnerships to assist with maintenance.
3. Consideration of additional staffing needs, which may be addressed through the upcoming budget process.

The Board of Commissioners commended Rippee for his leadership and progress in advancing trail and open space initiatives across the County.

This Agenda Item was received and filed.

[25-0628](#)

Receive a presentation from Central Pines Regional Council on the Chatham County Climate Retreat

Attachments: [CPRC Presentation 12-15-2025](#)
[Chatham County Climate Retreat 2025 Summary Report](#)

The Chatham County Board of Commissioners received a presentation from the Central Pines Regional Council regarding the recent Chatham County Climate Retreat, presented by Alana Keegan, Local Government Services Director.

Keegan provided an overview and recap of the two-day retreat, which included participation from the Board of Commissioners, the Climate Action Advisory Committee, and County staff. Keegan explained that Central Pines facilitated the retreat to support the County in advancing climate-related planning efforts.

Keegan outlined the primary goals that guided the retreat:

1. To build a shared understanding of climate science and its local impacts.
2. To establish a common framework for a County climate action planning process.
3. To clarify roles, timelines, and expectations among Commissioners, staff, and advisory committee members

Keegan noted that the retreat included presentations from subject-matter experts and facilitated discussions to support these goals.

Keegan summarized major topics covered during the retreat, including:

1. Scientific data on climate trends and the increasing frequency of extreme weather events, such as heat, flooding, and storms.
2. Impacts to agriculture, including the importance of farmland preservation, local food systems, and support for farmers.
3. Considerations related to energy use and infrastructure, including implications for energy demand and cost.
4. Community engagement strategies and the importance of ensuring inclusive and meaningful participation in climate-related initiatives.

5. *Current County efforts, including work related to solid waste management and sustainability.*

Keegan emphasized that a significant takeaway from the retreat was recognition that the County already has several existing initiatives and assets that contribute to climate-related goals.

Keegan explained that a potential climate action plan would be a voluntary, non-regulatory document tailored to County priorities. Keegan outlined common elements of such plans, including:

- An emissions inventory*
- Community engagement strategies*
- Sector-based reduction strategies*
- Implementation planning*
- Monitoring and evaluation*

Keegan noted that Chatham County has already initiated work on an emissions inventory, representing progress toward potential plan development.

During the retreat, participants engaged in a visioning exercise to define what it would mean for Chatham County to be a climate action leader by 2045. Common themes identified included:

- Sustainable land use and development*
- Transportation improvements*
- Environmental stewardship and ecological health*
- Economic and community resilience*

Participants also identified priority focus areas, distinguishing between long-term and near-term opportunities.

- Long-term priorities included land use, transportation, and emissions reduction*
- Near-term priorities included outreach and education, land use strategies, and solid waste initiatives*

Keegan outlined a series of next steps developed during the retreat, including:

- 1. Completion of an inventory of existing climate-related initiatives by the Climate Action Advisory Committee*
- Identification of priority sectors and development of a proposed scope of work for a climate action plan.*
- 2. Presentation of recommendations to the Board in early 2026.*
- 3. Consideration of potential actions and funding through the budget process.*

Keegan emphasized the importance of leveraging the expertise of the Climate Action Advisory Committee and ensuring alignment between staff, the Board, and advisory members.

Board members acknowledged the value of the retreat and the information provided, noting the importance of continued collaboration and clarity around next steps. Members indicated that they expect to receive additional information in early 2026 to support consideration of a potential climate action planning process.

The Board of Commissioners expressed appreciation to Central Pines Regional Council for facilitating the retreat and providing a comprehensive summary of outcomes and next steps.

This Agenda Item was received and filed.

RECESS**25-0600****Vote to Approve Recommended Awards from the Housing Trust Fund for Fiscal Year 2026 and Supplementary Loan Funds**

Attachments: [Housing Trust Fund FY26 recommendation presentation 12-15-2025](#)

The Chatham County Board of Commissioners considered a request to approve recommended awards from the Housing Trust Fund for Fiscal Year 2026 and associated supplementary loan funds.

Community Development Officer Jamie Andrews and Affordable Housing Advisory Committee (AHAC) Chair Tiffany Stuflick presented the recommendations.

Stuflick provided an overview of the annual Housing Trust Fund process, noting increased interest and a higher number of applicants compared to prior years. Stuflick highlighted that the recommended awards support the development and preservation of affordable housing for low- to moderate-income households, workers, and older adults in Chatham County.

The Committee reviewed applications and recommended allocation of \$325,000 in grant funding, distributed as follows:

- \$150,000 to Habitat for Humanity to support development of the Roberts Run project in Pittsboro, a seventy-two (72) unit homeownership development*
- \$150,000 to Preserving Home (formerly Rebuilding Together) for housing preservation activities, including repairs and improvements that allow residents to remain in their homes*
- \$25,000 to Brick Capital Community Development Corporation to support rehabilitation of a home in Goldston for use as long-term affordable rental housing for a family transitioning from homelessness*

Stuflick noted that the recommended awards reflect a balance of housing strategies, including homeownership, preservation, and rental opportunities.

Andrews then presented the recommendation for a supplementary loan from the Housing Trust Fund to support a Low-Income Housing Tax Credit (LIHTC) application. Andrews explained that LIHTC is a primary funding mechanism for affordable housing development in North Carolina and that local government financial participation significantly strengthens applications.

The proposed loan would support the Redfield Place development, an eighty-four (84) unit affordable housing project located in Pittsboro. The project includes apartments and townhomes serving households earning approximately 30% to 60% of Area Median Income.

Andrews outlined the proposed loan terms, including:

- A loan amount of \$1,000,000 from the Housing Trust Fund.*
- An additional \$94,800 structured as a loan in lieu of fee reimbursements, bringing the total recommended loan to \$1,094,800.*
- A 2% interest rate with payments deferred and amortized over the long term.*
- A two-year commitment period to support multiple application cycles if needed.*

Andrews explained that structuring the funding as a loan, rather than fee

reimbursement, improves the competitiveness of the LIHTC application and allows funds to be repaid to the Trust Fund over time.

Board members asked questions regarding the scope of the projects, particularly the long-term affordability provisions and use of funds. Staff and AHAC representatives clarified that:

- The Brick Capital project will include a thirty-year affordability restriction.
- The Housing Trust Fund maintains reserves and long-term planning to support future projects.
- LIHTC opportunities are limited and highly competitive, requiring strategic investment.

Following discussion, the Chair called for a motion to approve the recommended awards and loan.

The Board of Commissioners expressed appreciation to staff and the Affordable Housing Advisory Committee for their work and noted that the recommendations represent continued progress in expanding affordable housing opportunities in Chatham County.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Amanda Robertson, that the recommended Housing Trust Fund awards for Fiscal Year 2026 and the supplementary loan funds as presented was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0625](#)

Receive a presentation and vote to approve an appropriation for the FY27 Human Services Nonprofit Allocation funding process and to approve the continuation of the FY26 Board of Commissioner's Goal and Outcomes for the FY27 Human Services Nonprofit Allocation funding process

Attachments: [FY27 BOC Presentation Nonprofit Appropriation Request 12-15-2025](#)

The Chatham County Board of Commissioners received a presentation from Budget and Management Analyst Erik Lindley and EEO & Community Engagement Officer Brenda Clegg regarding the Fiscal Year 2027 Human Services Nonprofit Allocation funding process, including recommended goals, outcomes, and funding appropriation.

Clegg provided an overview of the Fiscal Year 2026 Board of Commissioners' goals and outcomes, which guide the nonprofit allocation process. These goals focus on:

- Mitigating the impacts of poverty
- Promoting stabilization and resiliency

Clegg reviewed the associated outcome areas, including:

1. Improved economic stability, including employment, housing stability, food security, and literacy.
2. Improved outcomes for children and youth living in poverty, including education and developmental supports.
3. Increased access to comprehensive healthcare, including physical health, behavioral health, and health education.

Clegg explained that staff recommends continuing these same goals and outcomes for Fiscal Year 2027, as they remain aligned with the Board's priorities.

Lindley then presented information regarding the funding appropriation for the Fiscal Year 2027 nonprofit allocation process. He noted that, in accordance with the County's nonprofit funding policy, funds must be identified and publicly announced in advance of the application period.

Lindley reviewed the Board's previously adopted funding methodology, which sets the nonprofit allocation amount at 0.25% of the County's estimated General Fund expenditures. Based on updated projections, this formula results in a recommended appropriation of approximately \$585,000 for Fiscal Year 2027, representing an increase from the prior year.

Lindley noted that the funding approach provides a consistent, data-driven method tied to County growth and financial capacity, allowing funding levels to adjust annually.

Following the presentation, the Chair called for motions on both items.

The Board of Commissioners expressed appreciation to staff for their work in maintaining a structured and consistent funding process aligned with Board priorities.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the continuation of the Fiscal Year 2026 Board of Commissioners' goals and outcomes for the Fiscal Year 2027 Human Services Nonprofit Allocation funding process was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

Chair Howard call for a motion on the second item.

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that the appropriation of funds for the Fiscal Year 2027 Human Services Nonprofit Allocation funding process was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0615](#)

Receive a presentation on the Chatham County Schools charter school reimbursement request

Attachments: [Charter School Reimbursement Request Presentation](#)
[BOC Memo re Charter School Reimbursement Request 09.26.2025](#)

The Chatham County Board of Commissioners received a presentation from Assistant County Manager Darrell Butts regarding a charter school reimbursement request submitted by Chatham County Schools.

Butts explained that the school system submitted a memorandum in September requesting reimbursement for underfunded charter school transfer payments for Fiscal Years 2023, 2024, and 2025. Butts provided background on the statutory requirement that local education agencies (LEAs) must transfer a per-pupil share of local current

expense funding to charter schools attended by county residents.

Butts noted that recent budget practices included estimating charter transfer amounts based on attendance projections. However, differences between projected and actual charter enrollment resulted in funding shortfalls that were absorbed by the school system's fund balance. The total reimbursement request is approximately \$1.4 million.

Butts further explained that the school system's fund balance has been fully utilized to address these shortfalls and other expenses, contributing to the request for reimbursement.

Butts provided additional context, including:

- The per-pupil transfer calculation is based on average daily membership during the first 20 days of the school year.*
- The timing of enrollment data creates challenges for aligning charter funding with the County's budget cycle.*
- Approximately twelve percent (12%) of current expense funding supports charter students.*

Butts also noted that preliminary estimates indicate a potential additional shortfall in the current fiscal year, though final figures are pending.

Butts outlined steps taken by the school system to address its financial position, including:

- Implementation of a 75/25 budgeting approach for non-salary expenditures.*
- Elimination of district-level positions.*
- Reductions in operational costs and expenses.*
- Adjustments to the current year budget to offset revenue shortfalls.*

Butts presented several potential mitigation strategies for future years, including:

- Enhanced mid-year and ongoing financial reconciliation processes.*
- More conservative budgeting assumptions for charter enrollment.*
- Establishment of contingency funding mechanisms.*
- Continued coordination between County and school system staff.*

County staff recommended taking no action at this time, noting that the County's Fiscal Year 2025 audit has not yet been completed due to delays. Staff advised that a complete audit is necessary to fully assess the County's financial position before making a funding recommendation.

Board members discussed the complexity of the charter funding formula and its reliance on early-year enrollment data. Members noted that the funding obligation is statutorily required and acknowledged the financial strain placed on the school system.

Board members discussed the importance of maintaining a healthy fund balance for both the County and the school system and the need for a comprehensive understanding of the school system's financial position.

Board members recognized that the timing of enrollment data and budgeting requirements creates ongoing challenges. Board members showed an interest in identifying long-term solutions and improved coordination going forward.

Following discussion, the consensus of the Board of Commissioners was to direct staff to:

- Continue working with Chatham County Schools.
- Develop potential options for addressing the reimbursement request, including possible multi-year approaches.
- Return to the Board after completion of the County's audit with additional information and recommendations.

This Agenda Item was received and filed.

End of Work Session

CLOSED SESSION

25-0635

Vote to go into Closed Session § 143-318.11(a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease

Chair Howard called for a motion to go into closed session.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to go into Closed Session § 143-318.11(a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0634

Vote to come out of closed session

Chair Howard called for a motion to come out of closed session.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to come out of closed session. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

Vote go into closed session for § 143-318.11 (a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged

Chair Howard called for a motion to go into closed session.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to go into closed session for § 143-318.11 (a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the

public body, which privilege is hereby acknowledged. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

Vote to come out of closed session

Chair Howard called for a motion to come out of closed session.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to come out of closed session. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

RECESS

Regular Session - 6:00 PM - Historic Courthouse Courtroom

Present: 5 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney, Commissioner Franklin Gomez Flores and Commissioner Amanda Robertson

CALL TO ORDER

Chair Howard called the meeting to order at 6:00pm.

INVOCATION and PLEDGE OF ALLEGIANCE

Chair Howard asked for a moment of silence which was followed by the recitation of the Pledge of Allegiance.

ADJUSTMENTS AND APPROVAL OF REGULAR SESSION AGENDA

Chair Howard asked for any agenda adjustments.

Commissioner Robertson requested the addition of a discussion about an environmental archaeology study for the land on Rockrest Road.

Howard called for a motion to approve the Regular Session agenda as amended.

A motion was made by Commissioner Amanda Robertson, seconded by Vice Chair Katie Kenlan, that the agenda was approved as amended. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

APPROVAL OF CONSENT AGENDA

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the consent agenda was approved.

The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0630](#)

Vote to appoint Fallon Brewington to the Chatham County Juvenile Crime Prevention Council.

Attachments: [Email from JCPC Appointment of Fallon Brewington](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to appoint Fallon Brewington to the Chatham County Juvenile Crime Prevention Council was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0598](#)

Vote to reappoint Eri Kim to the Board of Health as a public member effective January 23, 2026

Attachments: [Eri Kim Advisory Committee Application Board of Health](#)
[Eri Kim Advisory Committee Application Board of Health - Public Seat attachment](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to reappoint Eri Kim to the Board of Health as a public member effective January 23, 2026 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0602](#)

Vote to designate Mike Reitz and Jody Picarella as agents of Chatham County authorized to apply for FEMA financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

Attachments: [2025 TS Chantal Designated Agent Form - Chatham County FINAL](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to designate Mike Reitz and Jody Picarella as agents of Chatham County authorized to apply for FEMA financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0618](#)

Vote to adopt a resolution to approve interlocal agreement with Randolph County for Medical Provider Services

Attachments: [Resolution Interlocal Agreement with Randolph County 12-15-2025](#)
[Randolph County NP Clinician contract 12-15-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that 25-78 resolution to approve

interlocal agreement with Randolph County for Medical Provider Services was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0621](#)

Vote to reaffirm the surety bond amounts for County Officials per NCGS 58-72-20

- Attachments:** [NCGS 105-349 Tax Collector Bond](#)
[Jenny Williams Bond](#)
[NCGS 159-29 Finance Officer Bond](#)
[Roy Lynch Bond](#)
[Jody Picarella Bond](#)
[NCGS 161-4 Register of Deeds Bond](#)
[Lundy Riggsbee Bond](#)
[NCGS 162-8 Sheriff Bond](#)
[Mike Roberson Bond](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to reaffirm the surety bond amounts for County Officials per NCGS 58-72-20 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0614](#)

Vote to approve Tax Releases and Refunds for November 2025

- Attachments:** [November 2025 Release and Refund Report](#)
[November 2025 NCVTS Pending Refund Report](#)
[November 2025 Manual NCVTS Pending Refund Report](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the Tax Releases and Refunds for November 2025 were approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0601](#)

Vote to approve Fiscal Year 2025-2026 Budget Amendments

- Attachments:** [December 2025 Budget Amendments](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the Fiscal Year 2025-2026 Budget Amendments were approved as presented. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0620](#)

Vote to approve the amended FY2026 funding plan for Juvenile Crime Prevention Council

Attachments: [Email for Chatham JCPC Updated Funding Plan for FY 2025-2026](#)
[Chatham County JCPC Updated Funding Plan - 3 \(FY 2025-2026\) 12-15-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the amended FY2026 funding plan for Juvenile Crime Prevention Council was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0607](#)

Vote to approve the recommended FY27-33 Capital Improvements Plan (CIP) with the changes directed by the Board of Commissioners at the November 18, 2025 Work Session

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the FY27-33 Capital Improvements Plan (CIP) with the recommended changes by the Board of Commissioners at the November 18, 2025 Work Session was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0604](#)

Vote to approve purchase of a roll-off truck for Solid Waste & Recycling

Attachments: [26MY Mack GR64 Rolloff Buyers Order](#)
[Class 8 Truck Cab and Chassis](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that the purchase of a roll-off truck for Solid Waste & Recycling be approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0603](#)

Vote to approve the name of one private road in Chatham County listed as Heritage Farm Dr.

Attachments: [Heritage Farm Dr Petition](#)
[Heritage Farm Dr Map](#)
[Heritage Farm Dr Area Map](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the name of one private road in Chatham County listed as Heritage Farm Drive was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0610](#)

Vote to approve a contract with Chatham County Partnership for Children for the Expanding Access to Early Learning Initiative

Attachments: [Chatham County Partnership for Children Expanding Access to Early Learning Contract 12-15-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with Chatham County Partnership for Children for the Expanding Access to Early Learning Initiative was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0606](#)

Vote to approve an amended contract with Martin Starnes & Associates, CPAs, P.A. for FY2025 Audit Services

Attachments: [LGC Update on Delayed Release of Final 2025 OMB Compliance Supplement](#)
[Chatham County - 2025 Amended Contract](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that an amended contract with Martin Starnes & Associates, CPAs, P.A. for FY2025 Audit Services was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0608](#)

Vote to approve a contract with A&J Landscaping to furnish all labor and materials for the Lawn Maintenance Contract for the Chatham County Agriculture & Conference Center for \$154,200

Attachments: [AJ Landscaping FY26 CCACC Mowing Contract](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that a contract with A&J Landscaping to furnish all labor and materials for the Lawn Maintenance Contract for the Chatham County Agriculture & Conference Center for \$154,200 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0626](#)

Vote to approve a three-year agreement with EPlus for Palo Alto for hardware and software for a firewall monitoring system, under NC State Contract 204X for \$51,024.59

Attachments: [EPlus Quote PA440 x 2 AI SEC SUB](#)
[EPlus Quote PA460 x 2](#)
[EPlus Quote PALO ALTO PANORAMA + TRAINING](#)
[EPlus Quote PA440 x 6](#)

A motion was made by Commissioner Amanda Robertson, seconded by

Commissioner Franklin Gomez Flores, that a three-year agreement with EPlus for Palo Alto for hardware and software for a firewall monitoring system, under NC State Contract 204X for \$51,024.59 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0627](#)

Vote to approve a five-year contract with D-Tech International for Library Reservation Lockers and software

Attachments: [D-Tech Lockers and Software Contract 12-15-2025](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that a five-year contract with D-Tech International for Library Reservation Lockers and software be approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0639](#)

Vote to approve a three-year contract with Latisha Allen to complete orientation and security with Family Visitation Services

Attachments: [Latisha Allen 5-7-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a three-year contract with Latisha Allen to complete orientation and security with Family Visitation Services was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0612](#)

Vote to approve a request by Chad Abbott on behalf of Ricky Spoon, Julian and Jayne Clark for subdivision **First Plat** review and approval of **Pine Tree Creek**, consisting of 11 lots on 21 acres, located off Sugar Lake Road (SR-1714), parcels 17291 & 95037

Attachments: [More information from the Planning department website](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a request by Chad Abbott on behalf of Ricky Spoon, Julian and Jayne Clark for subdivision First Plat review and approval of Pine Tree Creek, consisting of 11 lots on 21 acres, located off Sugar Lake Road (SR-1714), parcels 17291 & 95037 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

End of Consent Agenda

SPECIAL PRESENTATION

[25-0609](#)

Recognition of 2025 Chatham County Employee of the Year

Attachments: [2025 Employee of the Year Brenton Hart](#)

County Manager Bryan Thompson provided background on the Employee of the Year award process, noting that nominations are submitted by county employees on behalf of their peers. Thompson explained that the Workforce Development Committee, comprised of employees from various departments, reviews the nominations and selects the recipient. Thompson emphasized that the award is peer-driven and independently determined, not selected by the Board of Commissioners or management.

Thompson announced that Brenton Hart, Policy and Legislative Analyst in the County Manager's Office, was selected as the 2025 Employee of the Year. Thompson noted that Hart received multiple nominations recognizing his exceptional leadership, innovation, and collaboration.

Drawing from nomination materials, Thompson highlighted Hart's contributions to several key initiatives, including the Chatham County Information Hub, the Digital Inclusion Plan, revisions to the Board of Commissioners Advisory Policy, data analysis for the Aging Master Plan, the Bynum Community Garden, and the Pittsboro Redevelopment Initiative. Thompson also noted Mr. Hart's work on a wide range of projects, from legislative tracking at the General Assembly to research on specialized topics and best practices.

Thompson stated that the Information Hub provides a user-friendly platform for tracking board and departmental goals and supports data-driven decision-making. Thompson also noted the value of the legislative tracker developed by Hart in enabling timely awareness and response to legislative activity.

Thompson described Hart as embodying professionalism, humility, and a strong commitment to public service. Thompson commended Hart's contributions to the community and expressed confidence in Hart's future.

Thompson concluded by congratulating Hart on being named the 2025 Employee of the Year.

The Board of Commissioners invited Brenton Hart to come to the podium and say a few words. Hart shared his appreciation and thanked those that he works with for their everyday passion for the community.

The Board of Commissioners congratulated Hart and thanked Hart for the commitment to Chatham County.

This Agenda Item was received and filed.

[25-0638](#)

Vote to approve a resolution honoring Robert Hagemann for his years of service as County Attorney

Attachments: [Resolution for County Attorney Robert Hagemann 12-15-2025](#)

Chair Howard read aloud a resolution honoring Robert Hagemann for his years of service as County Attorney.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Amanda Robertson, that a 25-79 resolution honoring Robert Hagemann for his years of service as County Attorney was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

ORGANIZATIONAL ITEMS

[25-0617](#)

Elect Chair from its members

Chair Howard turned the meeting over to County Attorney Bob Hagemann to run the process to elect a new Chair of the Board of Commissioners.

Hagemann reminded the Board of Commissioners that, pursuant to state law, it is required each December to organize by electing a Chair and Vice Chair.

Hagemann stated that the process for electing the Chair was outlined, noting two available methods:

- (1) a motion to appoint a Chair, requiring a second and majority vote; or*
- (2) nominations, followed by a vote if more than one nominee is presented.*

Commissioner Karen Howard nominated Commissioner Katie Kenlan, citing her service as current Vice Chair, experience on the Board, depth of knowledge on County issues, and commitment to the community.

Commissioner Franklin Gomez Flores nominated Commissioner Amanda Robertson.

No further nominations were received, the nomination period was closed.

Hagemann called for a vote.

A motion was made by Chair Howard, seconded by Vice Chair Kenlan, to appoint Commissioner Katie Kenlan as Chair. The motion failed by the following vote:

Aye: 2 - Chair Howard, and Vice Chair Kenlan

No: 3 - Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

Following the election of the Chair, Commissioner Howard expressed appreciation to the Board for the opportunity to serve as Chair, noting the experience gained in that role and a commitment to continuing to provide leadership through service on various boards and committees. Commissioner Howard emphasized a philosophy of leadership focused on action and service to the community.

Chair Amanda Robertson proceeded to preside over the meeting.

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner David Delaney, to appoint Commissioner Amanda Robertson as Chair. The motion carried by the following vote:

Aye: 3 - Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

No: 2 - Chair Howard, and Vice Chair Kenlan

[25-0619](#)

Elect Vice-Chair from its members

Chair Amanda Robertson opened the floor for the election of the Vice Chair and confirmed that the Board would follow the same process previously used for the election of the Chair.

Chair Robertson nominated Commissioner Franklin Gomez Flores as Vice Chair.

No further nominations were received, the nomination period was closed.

Chair Robertson called for a vote.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner David Delaney, to appoint Commissioner Franklin Gomez Flores as Vice Chair. The motion carried by the following vote:

Aye: 3 - Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

No: 2 - Chair Howard, and Vice Chair Kenlan

[25-0622](#)

Vote to appoint or reappoint board members to State and Regional Boards

Chair Robertson led the discussion on the state and regional board appointments. Robertson suggested one change from the current list with Commissioner Delaney becoming the delegate. No other changes were recommended.

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner David Delaney, that the state and regional board appointments be made as amended. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0629](#)

Vote to appoint a Full Board Member to the Agricultural Advisory Board with a term expiring June 30, 2028

Attachments: [Loretta Batchelor Advisory Committee Application Agriculture Advisory Board](#)
[Danielle Culberson Advisory Committee Application Agriculture Advisory Board 2](#)
[Andrew Ofstehage Advisory Committee Application Agriculture Advisory Board](#)
[Melisa Semenov Advisory Committee Application Agriculture Advisory Board](#)

Chair Robertson called for motion to appoint a Full Board member to the Agricultural Advisory Board with a term expiring June 30, 2028.

A motion was made by Vice Chair Katie Kenlan, seconded by Chair Karen Howard, to appoint Melisa Semenov as a Full Board Member to the

Agricultural Advisory Board with a term expiring June 30, 2028. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0631](#)

Vote to appoint a District 4 Recommended Member to the Planning Board with a term expiring December 31, 2026

Attachments: [Gini Bell Advisory Committee Application Planning Board](#)
[Ronald Covington Advisory Committee Application Planning Board](#)
[Dennis T. Koehler Advisory Committee Application Planning Board](#)
[Billy Williams Advisory Committee Application Planning Board](#)

Chair Robertson called for a motion to appoint a District 4 Recommended Member to the Planning Board with a term expiring December 31, 2026.

A motion was made by Vice Chair Katie Kenlan, seconded by Chair Karen Howard, to appoint Gini Bell as the District 4 Recommended Member to the Planning Board with a term expiring December 31, 2026. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0632](#)

Vote to appoint the District 1 Recommended member to the Zoning Board of Adjustment with a term expiring on June 30, 2027

Attachments: [Claire Karasek Advisory Committee Application BOA D3](#)
[William Powell Advisory Committee Application Zoning Board of Adjustment](#)

Chair Robertson called for a motion to appoint the District 1 Recommended member to the Zoning Board of Adjustment with a term expiring on June 30, 2027.

A motion was made by Chair Karen Howard, seconded by Vice Chair Katie Kenlan, to appoint Claire Karasek as the District 1 Recommended member to the Zoning Board of Adjustment with a term expiring on June 30, 2027. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

RECESS

The Board of Commissioners took a ten-minute recess.

PUBLIC COMMENT SESSION

[25-0636](#)

The Public Comment Session is held to give residents an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are asked to sign up in advance. Comments are always

welcome in writing

Attachments: [Click Here To Sign Up For Public Comment](#)

Chair Roberts provided instructions for public comment, including speaker time limits and procedures. The Clerk reported that six (6) individuals had signed up to speak and began calling speakers' names.

Aidan Paul

Hello again, Commissioners. It's nice to see you again this evening. So, I just want to recognize that we are coming to a decisive moment, potentially, on the Riverbend Estate situation, and I want to recapitulate a few of my concerns about this. So, for today, I was hoping that I would be able to get the reconnaissance survey from the Office of State Archaeology. Unfortunately, despite me attempting to acquire this document, for over a month at this point. They seem to be pretty understaffed, overworked. I have not been able to actually get the document. So, I am going to have to continue with my general criticisms of reconnaissance surveys, which I have discussed before. I have seen reconnaissance surveys get done, I have read reconnaissance surveys. My main concern with this is, once again, that they are really only good for detecting significant archaeological sites in cases where there is high surface visibility, which tends to not be the case in North Carolina Piedmont. That's more of something that you would be seeing in the American Southwest, for example, but even then, they have a high potential for missing buried deposits. So, you know, I don't think that this is an adequate survey to determine whether or not there are any sites that are potentially eligible for the National Historic Preservation Act in the tract. So, whatever means of redress, whatever power you may have, and you know your situation best, I encourage you to use it to the full extent. To find a way to more adequately assess the archaeological resources that may be in this tract, especially given the known burial sites in the vicinity. Of course, there are other concerns that I have about this that I've brought up before. The concerns of the Indigenous people from the Occaneechi Band of the Saponi Nation, the biodiversity and ecosystem impacts, you know, the suburban overdevelopment impacts, which is something that is close to my own heart as I've seen it. In the city where I grew up, Durham, So, you know, I understand that you do not have unlimited power to do whatever you want. This is a democracy, we do have checks and balances, we do have separation of powers. But I'm just asking you, for the sake of the archaeological record, for the sake of our ecosystems, and for the sake of my brothers and sisters from the Occaneechi Band of the Saponi Nation. If there is anything within your power to do, to more adequately assess what is in this tract of land, then I strongly encourage you to do it. Thank you.

Delcena Turner

Good evening, Commissioners. My name is Delcena Turner, I live at 557 Clarence and Heathen Road, Sanford, North Carolina. I've lived in Chatham County for 36 years, which is longer than I lived in my birthplace. So, don't consider me a usurper trying to change the character of Chatham County, when I request that you consider changing the official sign of Chatham County, and the reason I'm asking is because I noticed when I've traveled, and I go from county to county, or town to town, if they have a sign delineating their boundaries. They usually have something on that that relates to them as a county, you know, home of the Braves or whatever. Lee County has signed Committed Today for a Better Tomorrow, and another one, Well Centered. So. As I've traveled, and in all honesty, I've traveled a lot around this country, and I usually stop at places that have interesting signs. They intrigue me so much, you know. So, when I come back to Chatham County, I see the sign, and it's a beautiful sign. And I'm sure that when it was done, you know, it captured the essence of Chatham County. But that's really not who we are now. We are, but we're not. So, I'm asking you to consider

Changing the sign. I mean, even you could have, if you don't mind me making a suggestion, every time I pass by one, I say, okay, Chatham County, touch of the past, glimpse of the future. If we could have kind of a split sign, have the cow, still have the cow. And one rolling hill and then have a silhouette or something of Research Triangle Park, so that's all I wanted to make that request at. It's been on my mind for, like, a couple of years now, so I figured I'd take a chance tonight and do it. Thank you.

Elaine Chiosso

My name is Elaine Chiosso, 1076 Rockrest Road. I am here to speak again about Riverbend, and can I ask the people in the room that are here on behalf of Riverbend to stand up? Thank you. The Rock Rest and Paces Mill community will be unfairly and unduly burdened if the riverbed development is approved as presented tonight. Using an existing private road to satisfy the need for a second emergency exit is neither fair nor in accordance with previous deeds concerning this road. However, Rockrust and Paces Mill residents were unanimous in being willing to allow the use of our private road for this emergency access for Riverbend. On the condition that the section of Rockcrest Road be relocated in order to separate private Rockcrest Road from Riverbend. Only an emergency access connection will remain. This would eliminate the use of Rock West Road by construction and future residential traffic from Riverbend. The solution was agreed to by the fire marshal. We do not believe there is any likelihood of the relocated road ever being built if it is not included in the first plat approval. An offer to build an optional relocated road far into the future, at the sole discretion of the applicant seems disingenuous. If the relocated road is not built as part of the approval of Riverbend First Plat, the residents of the Rockrest Road Community will have no certainty that it will ever be built and will continue to be burdened by this road issue. Contrary to the solution offered by the developer, the Rockrest and Paces Mill residents do not want to live behind a gate. This developer has a history of transgressions of the county's sediment and erosion control laws and has shown no interest in our concerns raised about environmental issues, Indigenous peoples, artifacts and remains, and the road problem. There comes a time when the welfare of Chatham County residents should be a higher priority than the fear of being sued. We believe this is one of those times, and we ask you tonight to disapprove the first plat application of Riverbend. Thank you.

John Wagner

Good evening and thank you for letting me speak to you again. I'm very concerned about the riverbend development for a variety of environmental reasons, but the primary reason is the destruction of archaeological site, which is really unique. Chatham County lost over 350 Indigenous sites when Jordan Lake was built. And those are gone. And there aren't very many that are left. And there probably is not anything as significant as the Mitchum site, which is adjacent to the Riverbend development. And I just want to encourage each one of you to do everything in your power to encourage the developer to allow an archaeological survey, and to have that part of that survey include searching for Human burial remains, because they're probably there. That... Site has been occupied intermittently for 8 to 10,000 years, and 2 graves were found. So, I encourage you to do everything you can to have the lawyer and Swain, and everyone involved with Riverbend go ahead and not let Chatham County lose this really unique site. So, I thank you for letting me speak, and I hope you do everything you can I know there are limits, but This is an important site which will be lost forever unless we do what we can. Thank you. Thank you.

Jerry Markatos

Good evening. Good evening, Commissioners. Many of us have spent a lot of time on this all around, and its sort of nerve-wracking to come to this point, and to also be

promised something until you look at what really is promised. The promise is there will be no commitments. If there were solid commitments, there would be action. Now, there would be one neighbor I know who offered to buy a track that was a key element of that location, of separating the two roads. Separating them as they were shown on the plat that the Swain Company drew from as they bought the land. There was an internal proposed road that came close but never touched. This road that we've been using and has strict agreements with our neighbors down by the river. The other engagement on this is that one of our neighbors is one of the most capable people I've ever known, who repairs washed-out driveways, when necessary, even steep ones, and I wonder how it could be done offered to build the road. This is somebody who does not lightly make commitments, and he's not somebody, as the head of a company, located here, would make that kind of comment unless it was followed through on. So, I applaud the efforts of our neighbor, Elaine Chiosso and also the investigation of the legal side of this, the responsibilities on fire safety, that everybody in county government, I think, has gotten a comment from Austin Labrand examining the records of responsibility for fire safety. And there is a provision for automatic adoption without needing a separate passing of a motion at governmental level. So, I agree with Elaine Chiosso's call too, unfortunately, at this point, after the effort that's gone in, it would have been nice to see a real commitment, something that was started now. Because we've already had clear construction traffic on our road without permission. We accidentally had the gravel delivered and had the gravel truck down your private road. So, please take the long view and set a course that we can be proud of for Chatham County. Thank you.

Crystal Cavalier

My name is Crystal Cavalier. So, I grew up down here in Chatham County, Alamance County, kind of all the way from here to Fort Bragg or Fort Liberty, or whatever you call it today. You will vote on a development that will permanently damage, if not destroy, our ancestral fishing village site along the river. Even if the developers claim they will not directly disturb the site, the impact is unavoidable. Increased foot traffic, people walking dogs, digging, recreation along the riverbank. This is how cultural sites are erased. You know, that's how they're erased in practice, because of development. They're not only destroyed by heavy machinery, but by exposure, neglect, and failure to protect them. The books I gave you is a book written by me under my pen name, and my daughter drew this. It's a story of being a woman, and it is on the riverbend, or riverbend, or any type of river sites, along the village. We did not abandon this village. Despite what some archaeological reports suggest, anthropology, and all of those sciences. Our people were forced to leave under the threat of death. We were targeted because we did not convert to Christianity, because we did not live like the colonizers, the English settlers, and because our continued presence stood in the way of settlement. Leaving was not a choice, it was survival. Calling that history abandonment is not neutral language. It continues a colonial narrative that treats Indigenous displacement as voluntary, and it is the same logic being used today to justify development on our ancestral land. I understand the constraints the board faces. Dylan's Rule, which I have really studied, limits local authority, and the development lobby has grown increasingly aggressive in the state of North Carolina. But constraint does not erase responsibility. When the law fails to protect Indigenous history, the harm is still real, and the loss is permanent. This vote is not about zoning or density, it is about whether Chatham County will willingly, no allow the destruction of documented Indigenous village sites. Or whether it will take every possible step, however limited, to slow harm, require protection, and acknowledge that some places should not be treated as expendable once this site is gone, it is gone forever. Now, I know you don't want to get sued, and, you know, I have written a letter, which I put in the public comment to the developers that having a site or a burial site like this is just like the

issue that happened in Carteret County. Down on the Cedar Point, Carteret County site, the developer is now stuck in Phase 2, because he keeps digging and he keeps finding burial sites, and he has faced months because they keep finding artifacts and wasting investors' money, and if you keep doing stuff like this on our river sites, you will continue to waste investors' money in development. So, thank you so much for allowing me to talk. It's been a long process, but I do appreciate that. Thank you.

The following comments were received in writing:

Owen Dodge

My wife and I are property owners in the Pace's Mill community along the Haw River. We are writing ahead of your meeting tomorrow evening regarding the Riverbend First Plat. We respectfully ask that you do not approve the First Plat as currently proposed and instead require a binding solution that protects Pace's Mill residents and Rock Rest Road. Rock Rest/Pace's Mill is not a gated community. Because of that, approval of the First Plat without firm conditions will almost certainly result in Riverbend construction traffic and future residents using Rock Rest Road, which as you know, is a private gravel road owned and maintained by Pace's Mill and Rock Rest property owners. This is a serious concern for those of us who rely on that road for access to our homes and land. A workable solution already exists. The County Fire Marshal has stated in writing that he is agreeable to a connectivity solution that preserves Rock Rest Road for Pace's Mill and Rock Rest owners, while providing Riverbend with a gated, emergency-only access that complies with the North Carolina Fire Code. This approach would meet public safety needs and prevent both construction and residential traffic associated with Riverbend from using Rock Rest Road. Riverbend's attorney has proposed an alternative in which relocation of Rock Rest Road would be optional and left entirely to the developer's discretion at some future point, possibly many years from now. From the perspective of affected property owners, this does not provide meaningful protection. Once the First Plat is approved, there will be no assurance that Rock Rest Road will ever be protected from increased traffic. We are not opposed to the Riverbend development, nor are we asking the Board to delay Riverbend indefinitely. We are simply asking that approval of the First Plat be conditioned on a clear and enforceable solution now. This could be accomplished either by rerouting Rock Rest Road so Pace's Mill residents retain exclusive access, or by installing a gated Riverbend access that preserves emergency connectivity while preventing Riverbend traffic from entering Rock Rest Road. Approving the First Plat without resolving this issue places all of the risk on existing property owners and cannot easily be reversed without turning Rock Rest/Pace's Mill into a gated community. We do not want this! We respectfully ask you to vote no on the Riverbend First Plat as submitted and to require a binding solution that protects Pace's Mill and Rock Rest Road before granting approval. Thank you for your time and consideration.

Don Wollum

Rock Roost residents mentioned 10 years ago that development was stopped in this river bend area 20+ years ago. 1983 the article said and tribes representatives say this site is valued and important. This article is new to me and perhaps many. Please read article and research before any voting on the River Bend Estates, and also Jones Ferry itself is best thought to be in this area and that historical crossing does deserve its own evaluation and historical market. And Jones Ferry site may be best sight for trail crossing to the Haw River Trail for residents in county instead of driving to 15/501 to access Haw Trail on the North side only. Note Chicken Bridge, bridge has no bike lanes Nor pedestrian access to access by bike or pathway the Haw river Trail. Please respect Indian heritage and especially respect local native Indian Heritage and local

Indian Native cultural value systems.

Jennifer Cavanaugh and Daniel Swenberg

I wrote you about my thoughts and concerns about the planned Riverbend development, late in October. I live at the end of Rock Rest Rd or in what's known as Paces Mill. I wanted to voice our support for the plan to relocate--that is build a new section of-- Rock Rest Rd. Having two separate roads (connected with a gate for the fire marshal's needs) seems like a solution everyone is satisfied with. There is however concern about delaying construction of this road. What guarantees are there if this development is postponed? Good faith agreement? What if the development or land are later sold? I'd think sooner is better. Thanks for you thorough evaluation of this development and hearing the neighborhood's concerns.

This Agenda Item was received and filed.

PUBLIC HEARINGS

25-0613

A legislative public hearing requested by the Chatham County Board of Commissioners and Chatham County Fire Marshal to consider amendments to the Chatham County Subdivision Regulations; specifically, section 7, Requirements and Minimum Standards For Improvements, Reservations, and Design adopting all standards of the North Carolina State Fire Code and Appendix D by reference

Attachments: [More Information from the Planning department website](#)
[Click Here To Speak During The Public Hearing](#)

Chair Robertson opened the legislative public hearing to consider amendments to the Chatham County Subdivision Regulations, specifically Section 7, Requirements and Minimum Standards for Improvements, Reservations, and Design, to adopt by reference all standards of the North Carolina State Fire Code and Appendix D.

Planning Director Jason Sullivan presented the request, explaining that the amendment follows prior Board discussion regarding incorporation of Appendix D of the Fire Code into the Subdivision Regulations after the Unified Development Ordinance (UDO) process was placed on hold. Sullivan noted that the proposed amendment is straightforward and would apply to both major and minor subdivisions, with identical language in Sections 7.2 and 7.4. Sullivan further stated that the item is being brought forward for public comment and, following the hearing, would be referred to the Planning Board for review and recommendation before returning to the Board for final action.

Sullivan was joined by Central Permitting Director David Camp and Fire Marshal Billy Judson, who were available to address technical questions.

Judson provided background on Appendix D, noting that it is an optional appendix within the North Carolina Fire Code, originally adopted at the state level in 2002. Judson explained that Appendix D establishes detailed standards for fire apparatus access roads, including requirements for road design, turnarounds, grades, gates, and signage. While Section 503 of the Fire Code already provides general requirements, Appendix D offers more specific design standards, which are not mandatory unless adopted by local ordinance.

Judson further explained that many neighboring jurisdictions have adopted Appendix D or similar standards. Judson noted that adoption would promote uniformity and consistency in subdivision road design and would formalize certain requirements that are currently at the discretion of the Fire Marshal. For example, a secondary access road would be required for subdivisions with more than one hundred (100) lots, removing the ability to waive that requirement. He stated that most developments already substantially comply with these standards and that staff does not anticipate significant impacts to future development costs.

In response to questions from the Board, staff clarified that Appendix D has not previously been formally adopted by Chatham County, despite the County's adoption of the Fire Code. Staff confirmed that optional appendices must be specifically adopted by ordinance to be enforceable. Additional discussion addressed why other appendices are not included at this time, with staff explaining that some provisions will be incorporated in future state code updates or are already addressed through other code sections or local practices.

The Clerk to the Board confirmed that no individuals had signed up to speak and no public comments were received.

Board members expressed appreciation to staff for the explanation and discussed the importance of balancing public safety improvements with impacts to existing residents, particularly in rapidly developing areas of the county. Comments emphasized the need to ensure that new development projects bear responsibility for meeting required standards and mitigating impacts on existing private roads and communities.

There being no further comments, the Chair closed the public hearing.

This Agenda Item was referred to the Planning Board.

BOARD PRIORITIES

[25-0624](#)

Vote to approve a request by Clay Matthews, on behalf of Swain Group, LLC for subdivision First Plat review and approval of Riverbend Estates at Laurel Ridge, consisting of 107 lots on 622.32 acres, located off Rock Rest Rd and Old Graham Rd, parcel 10927, 10919, 10922, 79194, 10925, 10923, 10924, 10926, 66355, 85139, & 10970

Attachments: [More information from the Planning department website](#)

Chair Robertson opened discussion on a request by Clay Matthews, on behalf of Swain Group, LLC, for first plat review and approval of Riverbend Estates at Laurel Ridge, consisting of 107 lots on approximately 622.32 acres, located off Rock Rest Road and Old Graham Road (Parcels 10927, 10919, 10922, 79194, 10925, 10923, 10924, 10926, 66355, 85139, and 10970) and called on staff to present.

Planning Director Jason Sullivan provided a brief recap, noting that this was the third time the item had been before the Board of Commissioners. Sullivan explained that the request is for a by-right conventional subdivision in the R-5 zoning district, which requires a five-acre average lot size with no lot smaller than three acres. The proposed subdivision includes three points of access: Old Graham Road, the public portion of Rock Rest Road, and an existing private section of Rock Rest Road owned by the developer.

Sullivan summarized prior Board discussion regarding a potential realignment of Rock Rest Road and noted that the applicant had explored alternatives. Sullivan also advised the Board that, under statutory timelines for major subdivision review, the Board must take action within sixty-five (65) days of submission, or the application would be approved by default.

Nick Robinson, attorney for the applicant, presented on behalf of Swain Group, LLC. He stated that the application meets all objective standards of the County's Subdivision Regulations and emphasized that state law requires approval when such standards are satisfied. Robinson outlined the applicant's efforts to evaluate a potential road realignment alternative in response to prior Board discussion and neighborhood concerns. Robinson explained that the alternative was determined to be subject to significant design uncertainty, regulatory requirements, and cost considerations, including potential fire code standards for roadway construction.

Robinson stated that the applicant could not commit to relocating the road at this time but proposed voluntary conditions to keep the option for future relocation under consideration and to address access concerns. These included continued evaluation of a potential alternative alignment during future phases of development and the installation of signage to discourage use of private portions of Rock Rest Road by Riverbend residents.

Board members discussed the proposal at length, including the feasibility and timing of a potential road realignment, fire code requirements, and the impacts of the subdivision on existing residents. Questions were addressed to staff and the Fire Marshal regarding roadway standards and the potential for flexibility in applying fire access requirements.

Members of the Board expressed concern regarding the lack of firm commitment to realignment of Rock Rest Road and the potential impacts on neighboring properties, including increased traffic on a private road. Board members acknowledged the statutory constraints on the Board's decision, noting that the application must be approved if it meets all applicable ordinance requirements.

The County Attorney provided general guidance regarding the regulatory framework for subdivision approval, including the Board's obligation to base its decision solely on compliance with ordinance standards.

A motion was made by Commissioner David Delaney, seconded by Commissioner Franklin Gomez Flores, a request by Clay Matthews, on behalf of Swain Group, LLC for subdivision First Plat review and approval of Riverbend Estates at Laurel Ridge, consisting of 107 lots on 622.32 acres, located off Rock Rest Rd and Old Graham Rd, parcel 10927, 10919, 10922, 79194, 10925, 10923, 10924, 10926, 66355, 85139, & 10970 was approved. The motion carried by the following vote:

Aye: 4 - Chair Howard, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

No: 1 - Vice Chair Kenlan

Discuss an environmental archaeology study for the land on Rockrest Road

Chair Robertson held a discussion regarding a potential environmental and archaeological study associated with the Riverbend property on Rock Rest Road. The

discussion included consideration of whether the County could contribute funding toward a study and what such an effort might entail.

The Chair introduced the item, noting that the intent was to discuss a possible archaeological survey and to explore what a study might look like, recognizing that participation would require the cooperation and approval of the property owner.

Board members raised questions regarding potential funding sources. County staff advised that certain revenues, such as permitting and inspection fees, are restricted by statute and cannot be used for unrelated purposes. Staff further indicated that, if the Board elected to pursue the effort within the current fiscal year, a potential funding source could be a fund balance appropriation.

Discussion also focused on the public purpose of a County-funded study and the broader implications of conducting such work. Board members emphasized the importance of clearly defining the purpose of the study and understanding what actions would be required if historical or cultural resources were identified. Concerns were raised regarding how decisions would be made regarding any discovered artifacts, burial sites, or culturally significant resources, including the need to involve affected communities, particularly Indigenous communities and descendants, in those decisions.

The County Attorney Bob Hagemann advised that it would be premature to resolve all legal and procedural questions at this stage. Hagemann stated that additional coordination would be necessary among the property owner, stakeholders, and appropriate partners to define the scope of work, access to the property, roles and responsibilities, and next steps if materials of significance were discovered. Hagemann further noted that landowner consent would be required prior to conducting any survey activity.

The Board of Commissioners discussed the distinction between reactive requirements under state law, such as those that apply when human remains or unmarked cemeteries are discovered during construction and a more proactive approach to identifying cultural or archaeological resources in advance of development. Board members noted that a proactive study could allow for better planning, preservation, and culturally appropriate handling of any findings.

The Board of Commissioners expressed general support for exploring the concept, noting the potential public benefit of preserving and documenting cultural and historical resources. It was also suggested that such an effort could inform broader County initiatives, including the potential establishment of a historical or archaeological advisory function and identification of additional sites of interest throughout the County.

Board members emphasized that any future effort should:

- Involve consultation with tribal governments and other relevant communities.*
- Be conducted in a culturally sensitive and respectful manner.*
- Clearly define responsibilities, costs, and expected outcomes.*
- Include participation from the property owner and other stakeholders.*

Following discussion, the consensus of the Board of Commissioners was to direct the County Manager to:

- Engage with the property owner, tribal representatives, and other stakeholders.*
- Explore feasibility, scope, cost estimates, and legal considerations.*
- Identify potential funding options and partnerships.*

- Develop a preliminary framework for how such a study could be conducted.

The Board of Commissioners requested that staff report back at a future meeting, with additional information and recommendations for further consideration.

This Agenda Item was received and filed.

INTERGOVERNMENTAL RELATIONS REPORT

Intergovernmental Relations Manager Lindsay Ray reminded Commissioners to read the weekly emails from the Association of County Commissioners. Ray stated that the steering committees are going to be meeting in January.

CLERK'S REPORT

Clerk to the Board Jenifer Johnson reminded the Board of Commissioners of the retreat on January 6th at the Conference Center and wish everyone a happy holiday.

MANAGER'S REPORT

County Manager Bryan Thompson shared the same sentiment of happy holidays and stated that he would be out of town next week.

COMMISSIONERS' REPORTS

Commissioner Gomez Flores reported that he attended a meeting of the Research Triangle Regional Partnership, where members reviewed financials, approved the annual budget, and completed the audit. He also shared that UNC Health Chatham was recognized as one of six hospitals in North Carolina for excellence in maternity care, noting this as a significant improvement from prior concerns about potential closure of those services. Commissioner Gomez Flores added that he has an upcoming hospital-related meeting, acknowledged recent Board of Health and Juvenile Crime Prevention Council appointments included on the consent agenda, and noted there would be no Board of Health meeting in December.

Commissioner Kenlan reported that he attended the Chatham and Lee Counties Boys and Girls Club annual breakfast, where she connected with program leaders and heard presentations from youth participants. She congratulated Steve Newton on his retirement and recognition with the Order of the Long Leaf Pine, noting the significance of his contributions to the County. Commissioner Kenlan also attended the Siler City Christmas Parade and the opening of Second Bloom's new facility, highlighting the organization's expanded services.

Commissioner Delaney reported on policy matters, noting that the National Association of Counties (NACo) Telecommunications and Technology Policy Steering Committee issued an alert regarding new federal artificial intelligence policy initiatives. He stated that NACo will continue monitoring potential impacts on local governments. Commissioner Delaney also shared that he will be serving on the NCACC General Government Steering Committee in the upcoming term. He expressed appreciation to County staff and leadership, recognizing their contributions and continued service.

Commissioner Howard reported that she and County staff met with a representative from U.S. Senator Ted Budd's office, emphasizing the importance of maintaining communication with federal partners. She also attended the Central Carolina

Community College (CCCC) Scholarship Banquet and highlighted the impact of the County's investment in the Chatham Promise program on student success and workforce readiness. Commissioner Howard further reported on discussions from the Governor's Crime Commission, noting emerging concerns related to federal legislative changes affecting CBD and THC regulation and the potential challenges for local enforcement. She also attended Steve Newton's retirement ceremony, recognizing his long-standing service, and reported that she will serve on the NCACC General Government Steering Committee. She concluded by noting her attendance at the Siler City Christmas Parade and expressed appreciation for community partnerships and holiday events.

Chair Robertson reported that she attended a Chatham Park Executive Committee (C-PARC) virtual meeting, noting there were minor personnel policy adjustments and limited additional business. She also participated in a national women's leadership call, attended multiple Leadership Triangle program sessions, including those focused on climate and cultural initiatives, and completed the program as a graduate. Additionally, she attended a NACo Energy, Environment, and Land Use Committee meeting and the Second Bloom open house.

Chair Robertson requested that time be added to the upcoming Board budget retreat agenda to review the Board's rules and procedures, particularly those related to agenda preparation. The Board expressed general consensus to include this topic.

ADJOURNMENT

With no further business, Chair Robertson called for a motion to adjourn.

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner David Delaney, that the meeting was adjourned. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson